



**PLAINS**  
**ALL AMERICAN**  
**PIPELINE, L.P.**

**PACIFIC ATLANTIC TERMINALS**  
**MARTINEZ TERMINAL**

February 7, 2007

Vessel and Barge Agents  
Inspection Companies  
Interested Parties

Re: Personnel and Activity Restrictions during Martinez Wharf Operations

As of July 1, 2006 these personnel and activity restrictions have been and remain in full effect:

1. Authorized personnel-
  - Regulatory agency representatives
  - United States Coast Guard
  - Department of Homeland Security
  - Customs and Border Protection
  - Department of Transportation
  - California State Lands Commission
  - Environmental Protection Agency
  - BAAQMD
  - Federal, State and Local Authorities and Agencies
  - S.F. Bar Pilots
  - Local Tankermen
  - Vessel and Barge Agents and Loss Control Representatives
  - Cal Bay Line Handlers
  - Caleb-Brett
  - Saybolt
  - Inspectorate
  - Columbia
2. Authorized entry list-
  - All visitors requesting authorization to enter the terminal and wharf for business purposes must first provide the scheduler, security, operations and FSO a complete list of personnel requesting entry via email. All personnel must provide proof of identity. The following is a list of acceptable identification:
    - (a) United States government issued valid drivers license
    - (b) United States government issued valid identification card
    - (c) United States and Foreign valid passport with photo
3. Prohibited persons and activities-
  - No visitors of any kind.

No stores or supplies transfer operations.

4. Crew change or shore leave-

All United States and Alien Crewmen who seek to disembark the vessel for any reason must meet and adhere to the following:

- (a) 48 hours prior to vessel arriving, notify the **Facility Security Officer in writing**, a request to disembark the vessel. The request shall include time and date of expected departure and return to vessel. Alien Crewman must submit approved documentation issued by the Department of Homeland Security, Customs and Border Protection CBP-Form I-95.
- (b) Upon submittal of approved CBP-Form I-95 for Alien Crewmen and approval from the Facility Security Officer, crewmen may be granted crew change or shore leave.
- (c) Transportation to and from the vessel (land's end) to the terminal main gate will be provided by the approved terminal contracted company. Approved transportation company Bauer Transportation. No person other than the approved terminal contracted company may transport crewmen. A transportation fee must be paid by the vessel agent.
- (d) In the event of a medical emergency or a crewman becomes seriously ill, it is the responsibility of the vessel agent to notify 911 emergency services. In the event the vessel agent cannot be reached, the VPIC will immediately notify the TPIC and FSO, 911 emergency services will be notified. In the event the crewman has been denied a (D-1) CBP-Form I-95 and requires immediate medical attention, 911 emergency services and Customs and Border Protection will be notified.

There are no deviations or exceptions made to these procedures.

Sincerely,

Debra French  
Terminal Manager,  
Facility Security Officer

Cc: Mel Durley-Asst. Division Manager  
Wade Geurin-Corporate Security Officer

Revised: February 7, 2007